



Job Title: Community Facilitators x 12

Position duration: 01 February 2021 to 30 September 2021

Location:

- Sedibeng - Emfuleni x 8
- Sedibeng - Lesedi x 2
- Sedibeng - Midval x 2

Organisational Background

Centre for Communication Impact (CCI) is a non-profit South African organisation based in Pretoria. We aim to be a centre of excellence in Strategic health and development Communication programmes that are centred around meaningful Community Engagement.

Position Summary

The Community Facilitator will have the responsibility to organize, facilitate HIV and GBV sessions, and coordinate events for the project in their designated region.

This Position Reports to the Sub District Coordinator.

Key Responsibilities:

- Recruit participants for workshops / trainings.
- Conduct small group workshop of a maximum 40 people.
- Assist the Project Officer with organizing of meetings and community dialogues.
- Conduct trainings and workshops as per arrangement with Project Officer.
- Participate in the development of work plan.
- Assist in the maintenance of the site database.
- Complete and submit monitoring data and reports on a weekly and monthly basis.
- Represent organisation in community meetings/events as per arrangement with Project Officer.
- Keep and maintain project site portfolio.
- Document success stories.
- Develop referral directory.
- Refer and link client to services.
- Distribute and maintain site record of distributed condoms.
- Capture all activities on M and E forms.
- Submit narrative and statistical reports of people reached.

Job Requirements:

- Senior certificate or equivalent.
- HIV, STI, TB and Sexual gender-based violence knowledge.
- Basic computer skills highly recommended.
- Knowledge of financial literacy.
- Basic experience in community health related work.
- Experience implementing HIV and Health programmes at community level.
- Valid Driver's Licence and willingness to travel periodically to project sites for business engagements.

Competencies:

- Excellent interpersonal and relationship building skills.
- Excellent communication skills.
- Good facilitation and listening skills.
- Good time management skills.
- Commitment to people development and empowerment.
- Strong customer service attitude.
- Enthusiasm and energy.
- Able to work independently with little or no supervision.
- Fluency in local languages and English.
- Knowledge of local community.
- Ability to interact with people at all levels.

To Apply:

Should you be interested please should forward a motivation letter together with an updated CV to CCI Human Resources at jobs@ccisa.org.za, no later than **18th January 2021, Monday**, by close of business.

Due to the volume of applicants, should you not receive feedback within 2 weeks of the closing date, please regard your application as unsuccessful.